

# CALIFORNIA STATE UNIVERSITY, NORTHRIDGE EDUCATIONAL RESOURCES COMMITTEE

MINUTES OF MEETING 04/11/2023 APPROVED BY COMMITTEE 05/09/2023  
Sub. To Exec. Comm. 05/30/2023 Approved by Exec. Comm. \_\_\_\_\_  
Sub. To Acad. Senate \_\_\_\_\_ Approved by Acad. Senate \_\_\_\_\_  
POLICY ITEMS \_\_\_\_\_

## Members Present:

David Boyajian, Elizabeth Dabach, Ellis Godard, Callie Juarez (non-voting), Gregory Knotts, Katherine Stevenson, Holli Tonyan, Yarma Velazquez-Vargas

## Not present (Excused):

Nazaret Dermendjian, Mirna Sawyer, Christian Tedeschi

## Guests:

Matt Cahn, Dean Yan Searcy, and Dean Jeffrey Reeder

## Call to Order

The virtual meeting was called to order at 2:01 pm by Gregory Knotts.

### 1. Approval of the Agenda

The agenda was approved with no objections

### 2. Approval of the ERC Meeting Minutes of March 14, 2023

The minutes were approved with no objections.

### 3. Chair's Report

UPBG was held on April 7<sup>th</sup> for the first meeting back in-person. G. Knotts and K. Stevenson attended on behalf of ERC. The committee members were given integrated work, reviewing budget scenarios for the next five years. There was an intentional proactive approach in seeking valued input for the UPBG members about UPBG possible solutions for the budgetary concerns. The other audience members completed the activities as well, and provided written feedback.

M. Sawyer put together the first review of the quantitative results of the faculty survey, it is available in ERC mycsunbox. She will be presenting the information at the May ERC meeting.

#### **4. Executive Secretary's Report**

C. Juarez also reported about UPBG and provided the scenarios in the ERC mycsunbox. The following questions were asked of the UPBG members

1. Considering state budget conditions, enrollment trends and CSU priorities, are the baseline projections for CSUN's operating revenue and expenses reasonable, too conservative, or too aggressive?
2. Based on the range of operating deficits in the baseline, high and low scenarios, what are potential strategies the campus might consider to fill budget gaps in 2023/24, as well as over a three-year period (consider reserves, potential expense reductions, etc.)
3. Assuming challenging budget conditions in 2023/24 as demonstrated in the resource and cost charts, what strategies should be considered to ensure continued progress on the Roadmap and other key campus priorities?

College are currently working on their Prior Year Adjusted Based budget entries for 2023/24 and closing out the 2022/23 fiscal year.

##### **Facilities Updates**

There were Sierra Hall town halls with the College of Social and Behavioral Sciences to gather community input into the project. Just a reminder, there will be no lecture rooms, just department offices, faculty offices, laboratories, student collaboration space, and lecturer spaces. The campus is making all the preparations for the renovations of Sierra Hall so when the state provides the funding it is ready.

Sierra Annex will be ready mid to late Fall 2023. Rooms have already been reallocated and Sierra lecture rooms were changed to mirror the annex rooms. Faculty scheduled in Sierra Annex have been invited to summer programming by Faculty Development to engage in the active learning spaces.

#### **5. Hybrid Courses - Yarma Velazquez-Vargas**

Post pandemic hybrid courses are being counted similar to online courses. It is believed this is a Provost Office policy. Due to this change, faculty can only teach 50% of their load in hybrid, previously they were able to teach 100% of courses in the hybrid modality.

What created this change in policy and what was the rationale behind it?

Discussion ensued regarding how individual colleges handle hybrid courses and there are inconsistencies between colleges. It was suggested that this would be a good agenda item between ATC and ERC to create a policies around hybrid, online and hyflex modalities.

G.Knotts will follow up with Matt Cahn for clarity.

## 6. Advising Hiring Plan – Vice Provost Matt Cahn

G. Knotts commented that the consultation regarding the Advising Hiring Plan was with Senate Executive Committee and not with ERC. It was encouraged that proposals that impact education resources that ERC be consulted.

The current investment in advisement is focused on undergraduate programs. It is in response to students' experiences and two WASC accreditation visits. WASC commented that CSUN needs to demonstrate improvement in advising. In the last visit, there was a recognition of the improvement to first time students with The Hub, but an expectation that the investment and improvements would continue.

Inside Track, consultant, provided a journey map of the student's experience which identified areas of success and concerns. Concerns include: students unable to get appointment during peak load periods, Advisor large case load, hand off from The Hub to the satellite. Current campus-wide average caseload is 600:1. The goal is to get to 400:1 with the hiring of 20 new advisors; the gold standard is under 300:1.

Another goal is to establish a university-wide expectation of professional practice: what is the practice of a professional advisor (Faculty and Staff), refer to the NACADA and AACU standards of advising, which include holistic advising and also include wrap-around services.

Lastly, the reporting structure will be a new MPP III (Senior Director of University Advising) reporting to the Provost's Office, seven MPP I reporting to the Senior Director with collaborative management with the colleges. With the additional MPPs, CSUN remains among the bottom three for MPP ratios/numbers across the CSU.

The funds are not coming from tenure track hiring, the funds are coming from the GI 2025 projects that have not been successful. Assessment of advising will be performed. It was asked if faculty can be part of the assessment plan.

## 7. Dean Yan Searcy

G. Knotts introduced the committee and goal of the conversation with the Deans is to learn about areas that need additional budget if funds become available. The committee is looking for commonalities between the colleges.

Dean Searcy commented on the goals of the college regarding faculty: supporting faculty with travel and research funds; CSBS currently has a research competition that has limited funds: tenured faculty up to \$10,000, and pre-tenured faculty up to \$7,000; faculty travel – CSBS provides \$1,800 per faculty member, however travel costs have escalated; and engage faculty in faculty development through national faculty development conferences and engagement in national conversations.

Regarding student needs, Dean Searcy shared that the college tag line is *Locally Engage and Globally Prepare*. Currently, the college provides \$500 for students presenting at conference, would like to offer more per student. Want to provide students with the transformative experience of traveling without financial concerns. Work toward imbedding

instructional student assistants in the resource centers into high DFU rate courses.

The innovation funds provided by the Provost last fiscal year has allowed faculty to engage innovation. This includes the Pop-Up University which is to bring CSUN to the community and have discourse around a subject.

Dean Searcy was asked about laboratory support, he commented that lottery monies are used for laboratory equipment. Also, Sierra Hall is scheduled to be renovated in the future.

When asked if there is something not provided to the college through the current allocation model, Dean Searcy spoke of imbedding student assistants into high DFU classes.

## **8. Dean Jeffrey Reeder**

Regarding areas that are not provided to the college through the current allocation model, Dean Reeder commented on support for faculty hiring (salaries). The college needs help catching up regarding cost of living and inflation. In addition, career support for humanities graduates as their pathway is not as clear. Dean Reeder would like a dedicated career advisor (SSP) in the college with interns seeking a MS in Counseling (Career Counseling). Discussion ensued with the committee regarding getting data about student employment after graduation and if in college or outside of the college is ideal. Dean Reeder discussed a university-wide initiative to model the UC system, with a promise of tuition and fee waivers for native students. It could be enrolled native students from our local tribe, regional tribes, state and/or federally recognized tribes. Also, Dean Reeder questioned can the university provide tribal leadership permanent parking so when we invite them to events that is not an issue.

Dean Reeder was asked about research not being formalized in the workload of tenured/tenure-track faculty and provided examples where CSUs have analyzed reassigned time. He encourages to departments to clearly articulate their research expectations with keeping in mind resources available to the department.

## **9. Adjournment**

The meeting was adjourned at 4:05 pm

### **Notes:**

The next ERC meeting will be held on May 9, 2023, from 2:00 – 4:00 p.m. via Zoom.

### **ERC's Charge**

This committee serves the Faculty Senate by acting as the primary faculty advisory body to the Senate and to the University's academic and fiscal leadership on matters associated with educational resources in the University budget, including, but not limited to the general fund budget, instructional resources, the academic support budget, the student support budget, and the institutional support budget.

To carry out its charge, the committee shall be consulted by the Faculty Senate and University divisions to help review, evaluate, and set priorities for use of funds related to education, and make general policy recommendations proactively guiding the allocation of fiscal and business matters related to education. Review and evaluation shall be done within a frame of educational equity and student success.

The committee shall review, evaluate and make recommendations on the planning for and allocation of:

1. resources related to instructional equipment and technology
2. annual Academic Affairs budgets with the Provost
3. current and proposed faculty positions
4. current and proposed support staff
5. fiscal implications of pertinent planning documents related to educational resources
6. campus-based fees that impact educational resources
7. physical facilities and their maintenance that relate to educational resources
8. resources needed to achieve the University's academic objectives
9. work of faculty governance committees with educational resource implications
10. proposals for non-traditional funding that impact educational resources

Additionally, at the request of a faculty member or group, an appropriate University committee or administrator, independently evaluate proposals for new programs with regard to their impact on the available educational resources of the University. Prospective policy recommendations will be provided to the Senate and subsequently to the President. - *from Academic Senate Bylaws*